

**Tempe Fire Department Policies and Procedures**  
**Fire Management Team Assignments**  
**102.02**  
**Rev 10-28-03**

Accreditation	Jones	Internet Home Page	Burns
Ambulance Contract Mgmt & Issues	Barton	Lost, Stolen or Damaged Equipment	Simmons
Apparatus Inspection & Inventory	Simmons	Maps	Bailey/Fletcher
Apparatus Maintenance	Shrock	Medical Examinations	Kiefer
Apparatus Specifications	Gaintner/Simmons	Missing Equipment	Simmons
ASU Public Safety Advisory Committee	Scott	New Construction	Gaintner
Bike Medic Program	Barton	Outside Employment	Kiefer
Budget/Finance	Gaintner	Pending Reports	Bailey/Richardson
Building & Grounds Maintenance	Simmons	Personnel Issues	Kiefer
Building Code Advisory Board	Walker	Physical Training/Wellness	Kiefer
Career Development	Ells	Police Liaison Team	Richardson
CARE 7 Liaison	Scott	Policies & Procedures	Gaintner
Citizen Observer Program	Kiefer	Pre-Plans	Bailey/Guelich
Communications Equipment: Radios, Telephones, Cellular	Simmons/Gaintner	Promotional Testing	Kiefer
		Project Planning	Gaintner
Computers	Guelich	Public Education	Burns/Milbradt
Contracts/Intergovernmental Relations & Agreement	Jones	Public Information Officer	Scott
CPR Program	Barton/Brown	Quarterly Activity Calendar	Ells
Critical Incident Stress Debriefing	Kiefer	Records - EMS Inc Rpting	Barton/Baros
Dispatch/CAD Liasion	Bailey	Records - Fire Inc Rpting	Bailey/Richardson
E-Mail	Kamb	Records – Inspection	Scott
Emergency Management	Abbott	Recruitment, Testing, and Hiring	Kiefer
Emergency Medical Services	Barton	Research and Development	Simmons
EMT/PM Recertification/Refresher	Barton	Ropes/Rescue Equipment	Abbott
Exposures - Haz Mat	Abbott	Safety	Kiefer
Exposures - EMS	Barton	SCBA	Loeding
Firehouse Software System	Guelich	Small Tools & Gas-Pwrd Equip	Shrock/Harris
Fire Prevention	Scott	Special Events	Kiefer
Hazardous Materials	Abbott	Station Inspections	Simmons/Bailey/Richardson
Helicopter Issues	Barton/Bailey	Supplies	Harris
Hose Purchases	Harris	Technical Rescue	Abbott
Hydrant Maintenance, Water Supply	Simmons	Testing of Hose, Pumpers, Ladders	Simmons/Shrock
Infectious Disease Prevention	Barton	Training	Ells
Information Management	Guelich	Uniforms	Gaintner/Simmons

Injuries

Kiefer